



Office of Policy, Research and Housing Support

All Sponsors – Local Housing Authorities

Notice: OPRHS 23-003

Distribution Date: January 10, 2023

SUBJECT: HOUSING AUTHORITY ANNUAL REPORT REQUIREMENTS

This Notice serves as a reminder on the requirements to provide Housing Authority Annual Report **in accordance with CGS, Section 8-68d**, which requires each housing authority to submit a report to the Commissioner of Housing and the Chief Executive Officer of the municipality in which the authority is located **not later than March first, annually**.

The report shall contain:

1. an inventory of all existing housing owned or operated by the authority, including the total number, types and sizes of rental units and the total number of occupancies and vacancies in each housing project or development, and a description of the condition of such housing,
2. a description of any new construction projects being undertaken by the authority and the status of such projects,
3. the number and types of any rental housing sold, leased or transferred during the period of the report which is no longer available for the purpose of low or moderate income rental housing, and
4. such other information as the commissioner may require by regulations adopted in accordance with the provisions of chapter 54.

Please submit the Annual Report to “Paula” Ploynapas Thantaha-Christensen at Ploynapas.Thantaha@ct.gov at DOH. Please also provide a copy of the report to Penny Fisher of CHFA at Penny.Fisher@CHFA.org

If you or your staff have any question or need further assistance, please contact “Paula” via email: Ploynapas.Thantaha@ct.gov